Name of the Ministry / Division / Department / office

____

No.__________ Dated: ______________

MEMORANDUM

Subject: <u>GRANT OF INTERNATIONAL / SPECIAL PASSPORT FACILITIES</u>

For ____(Name of country/Countries) to

Mr. /Mrs. /Miss____

Son / wife / Daughter of____

An/The Application/applications of Mr./Mrs. /Miss______________________________

Who is working in this Ministry/Department/Division/Office as ____________________

Against as temporary post/posts is /are forward herewith for necessary action.

1. His/Her antecedents and character have already/not been verified through the Police Department and there is nothing against him/her.

2. There is no likelihood of his/her services being dispensed within the near future.

3. The official / Officer intends to go abroad in the near future one official duty / private bushes and will be granted leave. His/Her absence abroad of gratis passport facilities applied for.

4. The accompanying application (s) of the lady/ladies and Child/Children relatives named therein is/are his/her legal wife/son/daughter/bonafide.

5. He / She is a national of Pakistan by option domicile/parentage.

6. He / She is drawing Rs. ___________________ as a pay per month.

Name: ______________________

Designation of Head of the Ministry/ Div. / Deptt. /

Seal of the Ministry/Div./

Signature